

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: April 21, 2004 Division: Growth Management

Bulk Item: Yes X No Department: Planning and Environmental Resources

AGENDA ITEM WORDING:

Approval of Supplemental Joint Participation Agreement #3 with the Florida Department of Transportation for Contract AI-893.

ITEM BACKGROUND:

The Florida Department of Transportation supports Monroe County transportation planning activities by providing funding for projects such as: traffic studies, travel time and delay studies, Florida Keys Scenic Highway planning, and the Livable CommuniKeys program. Staff discussed with FDOT the possibility of amending the existing contract in order to supplement the available funds for the completion of the Key Largo Livable CommuniKeys Master Plan. FDOT has agreed to supplement the available funds for the Livable CommuniKeys program by \$55,000.

The supplement also revises the Scope of Work for \$40,000 of available funding in the contract. Previously, the \$40,000 was to be used as the F.D.O.T.'s match for the completion of the Scenic Highway Master Plan, the scope has been revised to use the \$40,000 for various design and promotion projects for the Scenic Highways Program.

The supplemental contract also adjusts the expiration date to June 30, 2005.

PREVIOUSLY RELEVANT BOCC ACTION:

October 11, 2000 - Board approved Contract AI893 with FDOT for Transportation Planning Services.

October 22, 2002 - First supplement for Contract AI893 to include funding for the Florida Keys Scenic Highway Program.

June 18, 2003 - Board approves second supplement for Contract AI893, which increases available funding by \$370,000, bringing total contract value to \$670,000.

CONTRACT/AGREEMENT CHANGES:

Add \$55,000.00 to existing contract.

STAFF RECOMMENDATION:

Approval

TOTAL COST: \$725,000 BUDGETED: Yes No X

COST TO COUNTY: \$0 SOURCE OF FUNDS:

REVENUE PRODUCING: Yes N/A No AMOUNT PER MONTH N/A Year

APPROVED BY: County Atty X OMB/Purchasing X Risk Management X

DIVISION DIRECTOR APPROVAL: Timothy J. McGarry AICP

DOCUMENTATION: Included X To Follow Not Required

DISPOSITION: AGENDA ITEM # K3

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract with: F.D.O.T. Contract # AI893
 Effective Date October 11, 2000
 Expiration Date: June 30, 2005

Contract Purpose/Description:

This supplemental Joint Participation Agreement with F.D.O.T. will add \$55,000 to the existing contract for the completion of the Key Largo CommuniKeys Master Plan. The supplement also revises the Scope of Work for \$40,000 of available funding in the contract. Previously, the \$40,000 was to be used as the F.D.O.T.'s match for the completion of the Scenic Highway Master Plan, the scope has been revised to use the \$40,000 for various design and promotion projects for the Scenic Highways Program. The contract also adjusts the expiration date of the contract to June 30, 2005.

Contract Manager: K. Marlene Conway 2523 Planning and Environmental
K. Marlene Conway Resources
 (Name) (Ext.) (Department/Stop #)

for BOCC meeting April 21, 2004 Agenda Deadline: April 2, 2004
 on

CONTRACT COSTS

Total Dollar Value of Contract: \$ 725,000 Current Year Portion: \$ 0
 Budgeted? Yes ☐ No ☒ Account Codes: 125-50501-53040-GW0114-
 Grant: \$ 725,000
 County Match: \$ 0

ADDITIONAL COSTS

Estimated Ongoing Costs: \$0/yr For: _____
 (Not included in dollar value above) (eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW

	Date In	Changes Needed	Reviewer	Date Out
Division Director	<u>4/5/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>4/05/04</u>
Risk Management	<u>3/26/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Bil [Signature]</u>	<u>3/26/04</u>
O.M.B./Purchasing	<u>03/26/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>3/26/04</u>
County Attorney	<u>04/01/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>4-1-04</u>

Comments: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION
SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT
Number 3

725-030-07
PUBLIC TRANSPORTATION
07/02
Page 1 of 5

Financial Project No.: <u>25222811403</u> <small>(item-segment-phase-sequence)</small>	Fund: _____ Function: <u>215</u> Federal No.: _____	FLAIR Approp.: <u>088854</u> FLAIR Obj.: <u>790015</u> Org. Code: <u>55062010630</u> Vendor No.: <u>VF596-000-749-054</u>
Contract No.: <u>AI893</u>		
Catalog of Federal Domestic Assistance Number: _____ Catalog of State Financial Assistance Number: _____		

THIS AGREEMENT, made and entered into this _____ day of _____, 2000, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter referred to as the Department, and Monroe County Planning Department
2798 Overseas Hwy., Suite 410, Marathon, FL 33050-2227
hereinafter referred to as Agency.

WITNESSETH:

WHEREAS, the Department and the Agency heretofore on the 11th day of October, 2000, entered into a Joint Participation Agreement; and

WHEREAS, the Agency desires to accomplish certain project items as outlined in the Attachment "A" appended hereto; and

WHEREAS, the Department desires to participate in all eligible items for this project as outlined in Attachment "A" for a total Department Share of \$375,000.00

NOW, THEREFORE THIS INDENTURE WITNESSETH: that for and in consideration of the mutual benefits to flow from each to the other, the parties hereto agree that the above described Joint Participation Agreement is to be amended and supplemented as follows:

1.00 Project Description: The project description is amended to amend the scope and budget to provide for the continuation and completion of the Key Largo Livable Communities planning studies.

2.00 Project Cost:

Paragraph 3.00 of said Agreement is increased by \$ 55,000.00
bringing the revised total cost of the project to \$ 375,000.00.

Paragraph 4.00 of said Agreement is increased by \$ 55,000.00
bringing the Department's revised total cost of the project to \$ 375,000.00.

3.00 Amended Exhibits:

Exhibit(s) _____ of said Agreement is amended by Attachment "A".

4.00 Contract Time:

Paragraph 18.00 of said Agreement June 30th, 2005

Financial Project No. 25222811403
Contract No. AI893
Agreement Date _____

Except as hereby modified, amended or changed, all other terms of said Agreement dated October 11th, 2000
and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first
above written.

AGENCY

Monroe County Planning Department

AGENCY NAME

SIGNATORY (PRINTED OR TYPED)

SIGNATURE

TITLE


FDOT

See attached Encumbrance Form for date of
Funding Approval by Comptroller

LEGAL REVIEW
DEPARTMENT OF TRANSPORTATION

DEPARTMENT OF TRANSPORTATION

TITLE

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:

ROBERT N. WOLFE
CHIEF ASSISTANT COUNTY ATTORNEY
DATE 4-1-04

Financial Project No. 25222811403
Contract No. AI893
Agreement Date _____

ATTACHMENT "A"
SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT

This Attachment forms an integral part of that certain Supplemental Joint Participation Agreement between the State of Florida, Department of Transportation and Monroe County Planning Department
2798 Overseas Hwy., Suite 410, Marathon, FL 33050-2227
dated _____.

DESCRIPTION OF SUPPLEMENT (Include justification for cost change):

Due to the length of the Key Largo corridor study area and the complexity of issues that need to be addressed, additional funding will be required to complete the area enhancement plan. There is a need to study in greater depth issues of parking, access management, pedestrian and bicycle safety, stormwater management, landscaping and other issues stemming from the intensity of commercial development and traffic volume in Key Largo.

I.	Project Cost:	As Approved	As Amended	Net Change
		\$320,000.00	\$375,000.00	\$55,000.00
	Total Project Cost	\$320,000.00	\$375,000.00	\$55,000.00
I.	Fund Participation:	As Approved	As Amended	Net Change
	Department:	\$320,000.00	\$375,000.00	\$55,000.00
	Agency:			\$0.00
	Federal Participation			\$0.00
	Total Project Cost	\$320,000.00	\$375,000.00	\$55,000.00

Comments:

III. MULTI-YEAR OR PREQUALIFIED PROJECT FUNDING

If a project is a multi-year or prequalified project subject to paragraphs 4.10 and 17.20 of this agreement, funds are programmed in the Department's Work program in the following fiscal year(s):

FY
FY
FY
FY

Project years may be advanced or deferred subject to Legislative appropriation or availability of funds.

ATTACHMENT "A"

SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT 3

This attachment forms an integral part of that certain Supplemental Joint Participation Agreement between the Florida Department of Transportation and Monroe County Planning Department 2798 Overseas Highway, Suite 410 Marathon, Florida 33050-2227 dated _____.

DESCRIPTION OF SUPPLEMENT: (Includes Justification for cost change): scope of services and budget for item No. 2 under Task 3 of original agreement is amended as follows.

PROJECT DESCRIPTION AND RESPONSIBILITIES: The Scenic Highway Advisory Group will expand established initiatives to promote the Florida Keys Scenic Highway and the Overseas Heritage Trail while the Highway Master Plan and Interpretive Plan are being developed.

Task 1-

Interpretive Site Design (37%) (\$15,000)

To ensure a range of buildable projects resulting from the Interpretive/Master Plan process, design and implementation plans for three additional interpretive sites will be developed. The sites will be chosen based on the Master Plan inventory and the interpretive storyline for the entire highway.

Task 2-

Overseas Heritage Trail Promotion (28.75%) (\$11,500)

To enhance promotion of the Overseas Heritage Trail through three publications, now in use or in design.

- The primary guide to the Overseas Heritage Trail will be a flip-map style, detailed guide to resources along the trail. 25,000 additional copies will be provided beyond the initial run.
- The Primary guide now in use is a Map/Brochure to be restocked until the flip map is available in 2004.
- The Overseas Heritage Trail Marketing Brochure is a glossy brochure used in conference and trade shows to explain and promote the Trail. 5,000 additional copies will be printed.

Task 3-

Scenic Highway Logo and Signage (17.5%) (\$7,000)

To immediately increase visibility of the designated Scenic Highway: design, construct and install at least 4 Scenic Highway signs. Initial signs will use the Florida State Scenic Highway Logo, but will be redesigned so a Keys-specific logo can be added as soon as possible.

Task 4-

Overseas Heritage Trail Community Programs (13.75%) (\$5,500)

ATTACHMENT "A"**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT 3 (Continued)**

To raise the profile of the Overseas Heritage Trail by extending funding for three community programs during the safety upgrade and new construction.

- Bicycle safety: working with Community Transportation Safety Teams to sponsor workshops promoting safe use of the Trail, especially by children. 600 helmets and blinking lights will be distributed.
- Art on the Trail: promoting primer to local artists who are decorating trash bins along the Trail.
- Monofilament Line recycling: install 36 monofilament line bins on the remaining 18 fishing bridges along the trail, including the bins, signs and installation.

Task 5-

Invasive Exotic Removal Outreach Program (2.5%) (\$1,000)

To extend the current Invasive Exotic Removal program currently focused on the Highway right of way, by contacting private landowners along the highway and providing educational materials and resources for them. This will be a pilot project building on existing events and resources such as the nature Conservancy Plant Fair, educational materials provided by the Invasive Exotic Task Force, and matching grants available for invasive exotic.

BUDGET

Interpretive Site Design and Implementation Plan	\$15,000.00
Overseas Heritage Trail Promotion	\$11,500.00
Scenic Highway Logo and Signage	\$ 7,000.00
Overseas Heritage Trail Community Programs	\$ 5, 500.00
Invasive Exotic Removal Outreach	<u>\$ 1,000.00</u>
Total	\$40,000.00

FM # 252228-1-14-03

CONTRACT # AI 893

Agreement Date _____

ATTACHMENT "B"

SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT 3

PROJECT BUDGET

This exhibit forms and integral part of that certain Joint Participation Agreement between the State of Florida, Department of Transportation and the Monroe County Planning Department 2798 Overseas Highway Suite 410, Marathon, Florida 33050-2227 dated _____.

I. PROJECT COST: \$ 725,000.00

II. PARTICIPATION:

Maximum Federal Participation	(48.28%) or	\$ 350,000.00
Public Agency Participation	(0 %)	
In Kind		
Cash		
Other		

Maximum Department Participation		
Primary(D)	(51.72 %)	\$ 375,000.00
Federal Reimbursable (DU) (FRA)(DFTA)		
Local Reimbursable (DL)		

TOTAL PROJECT COST	\$ 725,000.00
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SPECIAL CONSIDERATION BY PUBLIC AGENCY:

The audit report(s) required in paragraph 7.6 of the Agreement shall include a schedule of project assistance that will reflect the Department's contract number, FM number and the Federal Identification number where applicable and the amount of state funding (receipt and disbursement of funds) and any federal or local funding action from any other source with respect to the project.

SPECIAL CONSIDERATIONS BY DEPARTMENT: None.



@; user I.D. FI913RP
<MVS@DOT>
03/19/2004 03:23 PM

To: PL630MP@dot.state.fl.us
cc:
Subject: FUNDS APPROVAL/REVIEWED FOR CONTRACT AI893

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
FUNDS APPROVAL

Contract #AI893 Contract Type: AI Method of Procurement: G
Vendor Name: MONROE COUNTY PLANNING DEPT
Vendor ID: VF596000749054
Beginning date of this Agmt: 10/11/00
Ending date of this Agmt: 06/30/04

Description:
0001;25222811403,SL

ORG-CODE *EO *OBJECT *AMOUNT *FIN PROJECT *FCT
(FISCAL YEAR) *BUDGET ENTITY *CATEGORY/CAT YEAR
AMENDMENT ID *SEQ. *USER ASSIGNED ID *ENC LINE(6S)/STATUS

Action: SUPPLEMENTAL Funds have been: APPROVED

55 062010630	*TP	*790015	*	55000.00	*25222811403	*615
2004		*55100100			*088854/04	
S002		*00	*	3	*0004/04	

TOTAL AMOUNT: *\$ 55,000.00 *

FUNDS APPROVED/REVIEWED FOR ROBIN M. NAITOVE, CPA, COMPTROLLER
DATE: 03/19/2004

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION
SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT
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Page 1 of 5

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Financial Project No. 25222811403

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FDOT

Monroe County Planning Department
AGENCY NAME

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SIGNATORY (PRINTED OR TYPED)

LEGAL REVIEW
DEPARTMENT OF TRANSPORTATION

SIGNATURE

DEPARTMENT OF TRANSPORTATION

TITLE

TITLE

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Contract No. AI893

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SPECIAL CONSIDERATIONS BY DEPARTMENT: None.



@; user I.D. FI913RP

<MVS@DOT>

03/19/2004 03:23 PM

To: PL630MP@dot.state.fl.us

cc:

Subject: FUNDS APPROVAL/REVIEWED FOR CONTRACT AI893

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
FUNDS APPROVAL

Contract #AI893 Contract Type: AI Method of Procurement: G
Vendor Name: MONROE COUNTY PLANNING DEPT
Vendor ID: VF596000749054
Beginning date of this Agmt: 10/11/00
Ending date of this Agmt: 06/30/04

Description:

0001;25222811403,SL

ORG-CODE *EO *OBJECT *AMOUNT *FIN PROJECT *FCT
(FISCAL YEAR) *BUDGET ENTITY *CATEGORY/CAT YEAR
AMENDMENT ID *SEQ. *USER ASSIGNED ID *ENC LINE(6S)/STATUS

Action: SUPPLEMENTAL Funds have been: APPROVED

55 062010630	*TP	*790015	*	55000.00	*25222811403	*615
2004		*55100100			*088854/04	
S002		*00	*	3	*0004/04	

TOTAL AMOUNT: *\$ 55,000.00 *

FUNDS APPROVED/REVIEWED FOR ROBIN M. NAITOVE, CPA, COMPTROLLER
DATE: 03/19/2004